



THE CITY OF SAN DIEGO

Commission for Arts and Culture

MINUTES

Funding Committee
1200 Third Avenue
Suite 924, Large Conference Room
San Diego, CA 92101
Wednesday, March 24, 2010

Members Present: Colette Carson Royston, Chair, Larry Baza, Dea Hurston, Lew Klein, Judy McDonald, Randy Robbins

Members Absent: Victoria Reed

Staff Present:

Victoria Hamilton, Executive Director; Gary Margolis, Program Manager

Guests: The following representatives from the San Diego Museum of Man (Museum) attended a portion of the meeting designated to discuss the Museum's FY11

Organizational Support Program application

- Acting Executive Director – Dr. Ned A. Smith
- Board Chairman – Hon. Richard D. Huffman
- Board Treasurer – Mr. Gordon Kovtun
- Staff member responsible for collections management – Ms. Erin Harm

- I. Funding Committee Chair, Colette Carson Royston called the meeting to order at 2:00 p.m.
- II. There was no Non-Agenda Public Comment.
- III. A motion was made by Robbins and seconded by McDonald to amend the agenda to include approval of the March 10, 2010 Minutes. The motion passed unanimously. A motion was made by McDonald and seconded by Baza to approve the March 10, 2010 minutes. **The motion passed unanimously.**
- IV. In preparation for a meeting with representatives from the San Diego Museum of Man, the Committee discussed issues to be raised and possible outcomes of the meeting. Hamilton suggested the outcome might be one of the following - either rank the application and provide written comments; or do not rank the application

and offer the applicant an opportunity to contract with the City for a set of specific services and/or improvements.

V. Meeting with San Diego Museum of Man (Museum) representatives

After introductions, the new chair of the Museum, the Honorable Richard Huffman, proceeded to provide an update on the composition of the Museum's board of directors. The Museum currently has 14 board members, one member short of the 15 member minimum set forth in the Museum's by-laws. Six board members have left since the previous executive director's employment was terminated. Of the new officers, Chairman Huffman joined the Board on July 1, 1009, and was elected the Chair in March, 2010. Huffman had served on the board some years ago. William Mayer joined the board in July, 2009, and was elected the next Vice Chair to take over for Val Hoy who will term off in two months. Treasurer Gordon Kovtun joined the Board in November, 2006, and was elected treasurer to fill the vacancy caused by the resignation of Jim Forbes. Gladys Jones joined the board in January, 2010, and was elected Secretary in March, 2010. The election and change of officers was held prior to the normal officer election time which is June, due to the need for new board leadership and to fill resignations of Karen Berger, Chair and Jim Forbes, Treasurer.

As of July 1, 2010, 11 of the 15 board members will have been added after July 2009 (which is after the departure of the previous Executive Director). Two additional prospective board members whose nominations will be voted on at the April 28 meeting have been recruited and a third is to follow shortly. These additions will again bring the number of Trustees above the 15 minimum required by the Museum's by-laws. Plans are also underway to have a community group propose additional new board members (maximum of 40) in another effort to open up the board to greater community involvement." Huffman also reported that the San Diego Foundation is funding a consultant to work with the organization during this transition period. The Museum has also set up an advisory group to evaluate and recruit new trustees.

In response to a question about the search for a new executive director, the Committee was informed that Treasurer Gordon Kovtun, is chairing the search, a search firm has been hired, the search committee consists of both internal and external members, and ads have been placed.

In response to a question about American Association of Museum (AAM) accreditation, Interim Executive Director Dr. Ned Smith informed the Committee that the official current designation of the Museum's accreditation is "tabled," which, he stated, is not an unusual status for a museum that is undergoing review. The Museum is expected to submit a report to AAM in May of 2010. Dr. Smith also reported that the Museum has identified the following three top priorities:

- Restore the public trust.
- Develop an interim set of strategies.
- Care for and manage the collection.

In response to a question about the budget, the Committee was informed that the Museum is reducing expenses by 11% and focusing on revenues while increasing its collections spending by 200%, withdrawing funds from its investment portfolio as appropriate, writing and submitting grant applications, and actively engaging in donor relations and development.

In response to a question about management and care of the collection, the Committee was informed that the Museum is understaffed in this area and that this issue is of great concern. Most of the staff positions responsible for this item have been grant-funded, and the museum has also relied on volunteers and interns to a great extent.

The Museum representatives also stressed that they were trying to become more open as evidenced by including outside members on the executive director search committee, initiating a study of the collections, and hiring a consultant to review the organization as a whole.

The possibility of funding a discrete project as opposed to providing general operating support in FY11 was proposed, and the Museum representatives seemed receptive to the idea. They stated that they would need time to review the issue before being able to offer a suggestion for such a discrete project.

After the Museum representatives left the room, a motion was made by Hurston and seconded by Robbins to not rank the application and instruct staff to offer the Museum the option to submit a proposal for funding that would focus on one or more of the following goals and would include measurable objectives and a budget:

- Improve collection care and management.
- Restore the public trust.
- Develop interim governance and management strategies.

In addition, the amount of funding for whatever project was ultimately submitted and approved shall not exceed the Museum's FY10 allocation minus 10% or \$115,527. **The motion passed unanimously.**

There was discussion regarding requiring quarterly reports and copies of communications with the AAM. No action was taken.

VI. Creative Communities San Diego

- A motion was made by McDonald and seconded by Robbins to assign a rank of 4- to the application from Linda Vista Multi-Cultural Fair and Parade. **The motion passed unanimously.**
- A motion was made by Hurston and seconded by McDonald to assign a rank of 3 to the application from Rancho de los Penasquitos Town Council. **The motion passed unanimously.**

VII. Organizational Support Program

- A motion was made by McDonald and seconded by Robbins to assign a rank of 3+ to the application from Prophet World Beat Productions. **The motion passed unanimously.** The Committee also provided comments on the application and instructed staff to send the comments to the applicant (Attachment 1).
- A motion was made Baza and seconded by Robbins to assign a rank of 2- to the application from Centro Cultural de la Raza and to include the staff email of March 16, 2010 to board members Edwin Monclovo and Nancy Mendez as the official panel comments (Attachment 2). **The motion passed unanimously.**
- The Committee instructed staff to set up a meeting with board members, Commissioners Baza and Reed, and staff prior to the April Commission meeting.

VIII. The next meeting was scheduled for Monday, April 5, 2010, 12:30 p.m. – 2:00 p.m.

IX. The meeting adjourned at 4:10 p.m.

Attachment 1

City of San Diego
Commission for Arts and Culture
FY 2011 Panel Comments

| | | | |
|------------|--------------------------------|-----------|----------------|
| Applicant: | Prophet World Beat Productions | Review #: | Referred to FC |
|------------|--------------------------------|-----------|----------------|

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|------------|---|-------------|---|
| FY11 Form: | L | FY11 Level: | 3 |
|------------|---|-------------|---|

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|------|--|------|-----------|
| TUI: | | AOI: | \$275,199 |
|------|--|------|-----------|

| | | | |
|-------------|-----|---------------|----------|
| Percentage: | .18 | FY11 Request: | \$49,535 |
|-------------|-----|---------------|----------|

| FY08 | | FY09 | | FY10 | |
|------|------|------|------|------|------|
| Form | Rank | Form | Rank | Form | Rank |
| L | 3 | L | 4- | S | 4- |

Staff Note:

- The applicant originally submitted a short form application which was not acceptable due to the applicant's greater than 5% two year average deficit. The short form application was not submitted to a panel. The applicant subsequently submitted a long form application which was submitted to the Funding Committee for review.

FY11 Rank: 3+

- Goals and objectives are reasonable and important to the work of the organization. Especially noteworthy is the infrastructure goal.
- The organization unique to Balboa Park and the City and is doing a lot with a little.
- The organization has a good diversity of strategies for earned income and interorganizational activities as well as programs which take a holistic approach to serving its constituents.
- Participation tables were impressive. However, the panel would like to see better outreach to Council Districts 4 and 8 in the future.
- The newsletter is widely circulated.
- Letters of support demonstrate the organization's diverse realms of influence.
- The application addressed some of the budget issues though some budget notes were missing.
- The organization has a two year average deficit greater than 5%.
- The panel would like to encourage the applicant to seek board members with more diverse skill sets.

Attachment 2

City of San Diego
Commission for Arts and Culture
FY 2011 Panel Comments

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|------------|----------------------------|-----------|------|
| Applicant: | Centro Cultural de la Raza | Review #: | B-29 |
|------------|----------------------------|-----------|------|

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| FY11 Form: | L | FY11 Level: | 3 |
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| TUI: | \$83,686 | AOI: | \$83,686 |
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|-------------|----|---------------|----------|
| Percentage: | 22 | FY11 Request: | \$18,411 |
|-------------|----|---------------|----------|

| FY08 | | FY09 | | FY10 | |
|------|------|------|------|------|------|
| Form | Rank | Form | Rank | Form | Rank |
| L | 3 | L | 3 | | |

Referred to Funding Committee – Rank: 2-

- Organizational capacity is not currently stable or strong enough to warrant funding from the Commission.
- The Centro has a history over the past three years of failing to meet the requirements of City contracts: In FY08, the Centro failed to expend their total allocation and submit a Final Report; in FY09 the Centro failed to execute a contract even though it had been awarded funds; in FY10, the Centro failed to submit an application; and this year, the Centro's application erroneously indicated that funds had been received from the City of San Diego in FY09.